



13 OCT 1978

DD/A Registry
File *Personnel-16*

MEMORANDUM FOR: CIA Safety and Health Official

FROM: Robert W. Gambino
Director of Security

SUBJECT: International Loss Control Institute

1. Action Requested: It is requested that you sign the attached memorandum to multiple addressees regarding the International Loss Control Institute (ILCI) safety and health survey.

2. Background: Two members of the ILCI staff have started the survey of our Safety and Health Program. On 6 November 1978, the full team of four will arrive to do the major portion of the work. In order to perform the work that they have been requested to do, they will require access to all Agency facilities in the Headquarters area.

The attached memorandum for your signature, as the CIA Safety and Health Official, is requesting the cooperation of other Deputy Directors and Office Heads.

3. Recommendation: It is requested that you sign the attached memorandum.

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Robert W. Gambino

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16 OCT 1978

ATTACHMENT

MEMORANDUM FOR: Deputy Director for National Foreign
Assessment
Deputy Director for Resource Management
Deputy Director for Collection Tasking
Deputy Director for Operations
Deputy Director for Science and Technology
Director of Communications
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Finance
Director of Data Processing
Director of Training

FROM: John F. Blake
CIA Safety and Health Official

SUBJECT: International Loss Control Institute

1. Some time ago, I directed that a survey be made of the Agency's Safety and Health Program by an outside consultant. This survey has begun and is being performed by the International Loss Control Institute (ILCI) of Loganville, Georgia. The representatives from the ILCI will be visiting all Agency facilities in the Headquarters area to determine what safety and health exposures exist, what the Safety and Health Program really is, and how management supports and implements this program.

The ILCI representatives are Mr. Frank E. Bird, Executive Director, ILCI; George L. Germain; Raymond Kuhlman; and Watson Lemar Samples. Complete background investigations have been conducted on these four men and they have been polygraphed. They hold Top Secret clearances and have been given SI, TK and [] access approvals.

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2. I request your full cooperation so that we may have a complete and accurate survey to assure the Agency's Safety and Health Program is in compliance with provisions of the Occupational Safety and Health Act and Executive Order 11807.

3. The Office of Security, Safety Branch, will coordinate the visits in the Headquarters area which will commence on 6 November 1978, and the Safety Branch will work through your component safety officer.

/s/John F. Blake

John F. Blake

Distribution:

1 - Each Adse
② - DDA